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**ALLEN PARISH FIRE PROTECTION
DISTRICT NO. 5
Oberlin, Louisiana**

A COMPONENT UNIT OF THE ALLEN PARISH POLICE JURY

Annual Financial Statements

As of and For the Year Then Ended December 31, 2008

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 8/19/09

**STUTZMAN & GATES, LLC
CERTIFIED PUBLIC ACCOUNTANTS
P. O. BOX 1238**

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Stutzman & Gates, LLC

Certified Public Accountants

Members:
American Institute of Certified Public Accountants
Society of Louisiana Certified Public Accountants

INDEPENDENT ACCOUNTANT'S REPORT

Board of Commissioners
Allen Parish Fire Protection District No. 5
Oberlin, Louisiana

We have reviewed the accompanying financial statements of the governmental activities and each major fund of the Allen Parish Fire Protection District No. 5, a component unit of the Allen Parish Police Jury, as of and for the year ended December 31, 2008, which collectively comprise the District's basic financial statements as listed in the table of contents, in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants and applicable standards of *Government Auditing Standards* issued by the Comptroller General of the United States of America. All information included in these financial statements is the representation of the management of the Allen Parish Fire Protection District No. 5.

A review consists principally of inquiries of the Allen Parish Fire Protection District No. 5's personnel and analytical procedures applied to financial data. It is substantially less in scope than an audit in accordance with generally accepted auditing standards, the objective of which is the expression of an opinion regarding the financial statements taken as a whole. Accordingly, we do not express such an opinion.

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in conformity with generally accepted accounting principles.

In accordance with the *Louisiana Governmental Audit Guide* and the provisions of state law, we have issued a report, dated June 26, 2009, on the results of our agreed-upon procedures.

The budgetary comparison information on page 23 is not a required part of the basic financial statements but is supplementary information required by the Governmental Accounting Standards Board. Such information has not been subjected to the inquiry and analytical procedures applied in the review of the basic financial statements, but was compiled from information that is the representation of management, without audit or review. Accordingly, we do not express an opinion or any other form of assurance on the supplementary information.

Management has not presented the management's discussion and analysis information that the Governmental Accounting Standards Board has determined is required to supplement, although not required to be a part of, the basic financial statements.



Stutzman & Gates, LLC
June 26, 2009

BASIC FINANCIAL STATEMENTS

**GOVERNMENT-WIDE
FINANCIAL STATEMENTS (GWFS)**

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 5
Oberlin, Louisiana

Statement of Net Assets
December 31, 2008

	<u>Governmental Activities</u>
ASSETS	
Cash and interest-bearing deposits	\$248,615
Taxes receivable	235,206
Capital assets, net	<u>446,762</u>
Total assets	<u>930,583</u>
LIABILITIES	
Accounts, salaries and other payables	11,206
Interest payable	11,055
Long-term liabilities:	
Due within one year	51,934
Due in more than one year	<u>580,661</u>
Total liabilities	<u>654,856</u>
NET ASSETS	
Invested in capital assets, net of related debt	(185,833)
Restricted for debt service	296,754
Unrestricted	<u>164,806</u>
Total net assets	<u>\$275,727</u>

See accompanying notes and accountants' report.

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 5
Oberlin, Louisiana

Statement of Activities
For the Year Ended December 31, 2008

Activities	Program Revenues			Net (Expense) Revenues and Changes in Net Assets
	Expenses	Charges for Services	Operating Grants and Contributions	Governmental Activities
Governmental activities:				
Public safety	\$ 173,498	\$ -	\$ 26,634	\$ (146,864)
Interest on long-term debt	31,684	-	-	(31,684)
Total governmental activities	<u>\$ 205,182</u>	<u>\$ -</u>	<u>\$ 26,634</u>	<u>(178,548)</u>
General revenues:				
Taxes:				
Property taxes, levied for general purposes				113,636
Property taxes, levied for debt service				119,037
Interest and investment earnings				<u>3,769</u>
Total general revenues				<u>236,442</u>
Change in net assets				57,894
Net assets - January 1, 2008				<u>217,833</u>
Net assets - December 31, 2008				<u>\$ 275,727</u>

See accompanying notes and accountants' report.

FUND FINANCIAL STATEMENTS (FFS)

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 5
Oberlin, Louisiana

Balance Sheet - Governmental Funds
December 31, 2008

	<u>General</u>	<u>Debt Service</u>	<u>Total</u>
ASSETS			
Cash and interest-bearing deposits	\$ 59,499	\$ 189,116	\$ 248,615
Receivables -			
Ad valorem taxes	114,941	120,265	235,206
Due from other funds	<u>-</u>	<u>2,225</u>	<u>2,225</u>
Total assets	<u>\$ 174,440</u>	<u>\$ 311,606</u>	<u>\$ 486,046</u>
LIABILITIES AND FUND BALANCES			
Liabilities:			
Accounts payable	\$ 2,555	\$ -	\$ 2,555
Payroll tax payable	1,224	-	1,224
Pension payable	3,630	3,797	7,427
Due to other funds	<u>2,225</u>	<u>-</u>	<u>2,225</u>
Total liabilities	<u>9,634</u>	<u>3,797</u>	<u>13,431</u>
Fund balances:			
Reserved for debt service	-	307,809	307,809
Unreserved, undesignated	<u>164,806</u>	<u>-</u>	<u>164,806</u>
Total fund balances	<u>164,806</u>	<u>307,809</u>	<u>472,615</u>
Total liabilities and fund balances	<u>\$ 174,440</u>	<u>\$ 311,606</u>	<u>\$ 486,046</u>

See accompanying notes and accountants' report.

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 5
Oberlin, Louisiana

Reconciliation of the Governmental Funds Balance Sheet
to the Statement of Net Assets
December 31, 2008

Total fund balances for the governmental funds at December 31, 2008		\$472,615
Total net assets reported for governmental activities in the statement of net assets is different because:		
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds. Those assets consist of:		
Land	\$ 12,000	
Buildings and improvements, net of \$62,503 accumulated depreciation	100,471	
Machinery and equipment, net of \$600,557 accumulated depreciation	<u>334,291</u>	446,762
Long-term liabilities at December 31, 2008:		
Bonds payable	\$632,595	
Accrued interest payable	<u>11,055</u>	<u>(643,650)</u>
Total net assets of governmental activities at December 31, 2008		<u>\$275,727</u>

See accompanying notes and accountants' report.

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 5
Oberlin, Louisiana

Statement of Revenues, Expenditures, and Changes in Fund Balances -
Governmental Funds
For the Year Ended December 31, 2008

	General	Debt Service	Total
Revenue:			
Ad valorem taxes	\$ 113,636	\$ 119,037	\$ 232,673
Intergovernmental -			
Grants-federal	10,606	-	10,606
Grants-state:			
Supplemental pay	3,600	-	3,600
Fire insurance rebate	12,428	-	12,428
Interest	1,197	2,572	3,769
Total revenues	<u>141,467</u>	<u>121,609</u>	<u>263,076</u>
Expenditures:			
Current -			
Public safety:			
Professional fees	5,441	-	5,441
Fuel	7,690	-	7,690
Insurance	22,814	-	22,814
Maintenance	6,650	-	6,650
Office supplies	1,470	-	1,470
Pension commission	3,630	3,797	7,427
Postage	179	-	179
Salaries	23,698	-	23,698
Supplies	18,225	-	18,225
Taxes and licenses	1,813	-	1,813
Utilities	4,374	-	4,374
Capital outlay	38,990	-	38,990
Debt service -			
Principal	-	45,000	45,000
Interest and fiscal charges	-	31,342	31,342
Total expenditures	<u>134,974</u>	<u>80,139</u>	<u>215,113</u>
Excess of revenues over expenditures	6,493	41,470	47,963
Other financing sources:			
Proceeds from issuance of debt	<u>22,595</u>	-	<u>22,595</u>
Excess of revenues and other financing sources over expenditures	29,088	41,470	70,558
Fund balances, beginning	<u>135,718</u>	<u>266,339</u>	<u>402,057</u>
Fund balances, ending	<u>\$ 164,806</u>	<u>\$ 307,809</u>	<u>\$ 472,615</u>

See accompanying notes and accountants' report.

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 5
Oberlin, Louisiana

Reconciliation of the Statement of Revenues, Expenditures, and
Changes in Fund Balances of the Governmental Funds
to the Statement of Activities
For the Year Ended December 31, 2008

Total net changes in fund balances at December 31, 2008 per Statement of Revenues, Expenditures and Changes in Fund Balances		\$ 70,558
The change in net assets reported for governmental activities in the statement of activities is different because:		
Add: Capital outlay which is considered as expenditure on Statement of Revenues, Expenditures, and Changes in Fund Balances	\$ 38,990	
Less: Depreciation expense for the year ended December 31, 2008	<u>(73,717)</u>	(34,727)
Less: Note payable considered as an other financing source on Statement of Revenues, Expenditures, and Changes in Fund Balances		(22,595)
Add: Principal retirement considered as an expenditure on Statement of Revenues, Expenditures and Changes in Fund Balances		45,000
Add: Difference between interest on long-term debt on modified accrual basis versus interest on long-term debt on accrual basis		<u>(342)</u>
Total changes in net assets at December 31, 2008 per Statement of Activities		<u>\$ 57,894</u>

See accompanying notes and accountants' report.

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 5
Oberlin, Louisiana

Notes to Basic Financial Statements

(1) Summary of Significant Accounting Policies

The accompanying financial statements of the Allen Parish Fire Protection District No. 5, (the District) have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to governmental units. GAAP includes all relevant Governmental Accounting Standards Board (GASB) pronouncements. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent subsections of these notes.

Such accounting and reporting procedures also conform to the requirements of Louisiana Revised Statutes 24:517 and to the guidance set forth in the industry audit guide, Audits of State and Local Governments, issued by the American Institute of Certified Public Accountants and the Louisiana Governmental Audit Guide.

The following is a summary of certain significant accounting policies:

A. Financial Reporting Entity

Allen Parish Fire Protection District No. 5 was created under the provisions of Louisiana Revised Statutes 40:1492-1501, for the purpose of providing fire protection for the citizens of Ward 1 of Allen Parish. The district is governed by a board of commissioners composed of five members appointed by the Allen Parish Police Jury.

As the governing authority of the parish, for reporting purposes, the Allen Parish Police Jury is the financial reporting entity for the District. The financial reporting entity consists of (a) the primary government (police jury), (b) organizations for which the primary government is financially accountable, and (c) other organizations for which the nature and significance of their relationship with the primary government are such that exclusion would cause the reporting entity's financial statements to be misleading or incomplete.

Governmental Accounting Standards Board (GASB) Statement No. 14 established criteria for determining which component units should be considered part of the Allen Parish Police Jury for financial reporting purposes. The basic criterion for including a potential component unit within the reporting entity is financial accountability. The GASB has set forth criteria to be considered in determining financial accountability. This criteria includes:

1. Appointing a voting majority of an organizations' governing body, and
 - a. The ability of the police jury to impose its will on that organization and/or

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 5
Oberlin, Louisiana

Notes to Basic Financial Statements (Continued)

- b. The potential for the organization to provide specific financial benefits to or impose specific financial burdens on the police jury.
- 2. Organizations for which the police jury does not appoint a voting majority but are fiscally dependent on the police jury.
- 3. Organizations for which the reporting entity financial statements would be misleading if data of the organization is not included because of the nature or significance of the relationship.

Because the police jury appoints all members to the governing body and has the ability to impose its will on the District, the District was determined to be a component unit of the Allen Parish Police Jury, the financial reporting entity. The accompanying financial statements present information only on the funds maintained by the District and do not present information on the police jury, the general government services provided by the policy jury, or the other governmental units that comprise the financial reporting entity.

B. Basis of Presentation

Government-Wide Financial Statements (GWFS)

The statement of net assets and statement of activities display information about the reporting government as a whole. They include all nonfiduciary funds of the reporting entity. The statements distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other nonexchange revenues. For the most part, the effect of interfund activity has been removed from these financial statements.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the District's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Program revenues include (a) fees and charges paid by the recipients for goods or services offered by the programs, and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

C. Fund Accounting

The accounts of the District are organized on the basis of funds, each of which is considered to be a separate accounting entity. The operations of each fund are summarized by providing a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 5
Oberlin, Louisiana

Notes to Basic Financial Statements (Continued)

The District maintains two funds. They are categorized as governmental funds. The emphasis on fund financial statements is on major governmental funds, each displayed in a separate column. A fund is considered major if it is the primary operating fund of the entity or meets the following criteria:

- a. Total assets, liabilities, revenues, or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type; and
- b. Total assets, liabilities, revenues, or expenditures/expenses of the individual governmental or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

The major funds of the District are described below:

Governmental Funds -

General Fund --

The General Fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

Debt Service Fund --

The Debt Service Fund is used to account for the accumulation of resources for, and the payment of, long-term debt principal, interest, and related costs.

D. Measurement Focus/Basis of Accounting

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

Measurement Focus

On the government-wide statement of net assets and the statement of activities, governmental activities are presented using the economic resources measurement focus as defined in item b. below.

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 5
Oberlin, Louisiana

Notes to Basic Financial Statements (Continued)

In the fund financial statements, the "current financial resources" measurement focus or the "economic resources" measurement focus is used as appropriate:

- a. The governmental funds utilize a "current financial resources" measurement focus. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. Their funds use fund balance as their measure of available spendable financial resources at the end of the period.
- b. The government-wide financial statement utilizes an "economic resources" measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net assets (or cost recovery) and financial position. All assets and liabilities (whether current or noncurrent) associated with the District's activities are reported. Government-wide fund equity is classified as net assets.

Basis of Accounting

In the government-wide statement of net assets and statement of activities, the governmental activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures (including capital outlay) generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 5
Oberlin, Louisiana

Notes to Basic Financial Statements (Continued)

E. Assets, Liabilities and Equity

Cash and interest-bearing deposits

Cash includes amounts in demand deposits and time deposits with original maturities of 90 days or less. Under state law, the District may deposit funds in demand deposits, interest-bearing demand deposits, money market accounts, or time deposits with state banks organized under Louisiana law and national banks having their principal offices in Louisiana.

Due to/from other funds

Interfund receivables and payables arise from interfund transactions and are recorded by all funds affected in the period in which transactions are executed.

Capital Assets

Capital assets, which include property, plant, and equipment, are reported in the governmental activities column in the government-wide financial statements. Capital assets are capitalized at historical cost or estimated cost if historical cost is not available. Donated assets are recorded as capital assets at their estimated fair market value at the date of donation. The District maintains a threshold level of \$500 or more for capitalizing capital assets.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Depreciation of all exhaustible capital assets is recorded as an expense in the statement of activities, with accumulated depreciation reflected in the statement of net assets. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. The range of estimated useful lives by type of asset is as follows:

Building and improvements	20-25 years
Machinery and equipment	5-15 years

Equity Classifications

In the government-wide statements, equity is classified as net assets and displayed in three components:

- a. Invested in capital assets, net of related debt – Consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 5
Oberlin, Louisiana

Notes to Basic Financial Statements (Continued)

- b. Restricted net assets – Consists of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation.
- c. Unrestricted net assets – All other net assets that do not meet the definition of “restricted” or “invested in capital assets, net of related debt.”

In the fund financial statements, governmental fund equity is classified as fund balance. Fund balance is further classified as reserved and unreserved, with unreserved further split between designated and undesignated.

F. Revenues, Expenditures, and Expenses

Expenditures/Expenses

In the government-wide financial statements, expenses are classified by character and function. In the fund financial statements, expenditures are classified by character.

The District uses unrestricted resources only when restricted resources are fully depleted.

G. Budget and Budgetary Accounting

The District follows these procedures in establishing the budgetary data reflected in the financial statements:

Prior to December 15, the Treasurer submits to the Chairman and Board of Commissioners a proposed operating budget for the period commencing the following January 1.

A summary of the proposed budget is published and the public notified that the proposed budget is available for public inspection. At the same time, a public hearing is called.

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 5
Oberlin, Louisiana

Notes to Basic Financial Statements (Continued)

A public hearing is held on the proposed budget at least ten days after publication of the call for the hearing.

After the holding of the public hearing and the completion of all action necessary to finalize and implement the budget, the budget is adopted through passage of resolution prior to the commencement of the fiscal year for which the budget is being adopted.

Budgetary amendments involving the transfer of funds from one department, program or function to another or involving increases in expenditures resulting from revenues exceeding amounts estimated require the approval of the Board of Commissioners.

All budgetary appropriations lapse at the end of each fiscal year.

Budgets for all funds are adopted on a basis consistent with generally accepted accounting principles (GAAP). Budgeted amounts are as originally adopted or as amended by the Board of Commissioners.

H. Use of Estimates

The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

I. Bad Debts

Uncollectible amounts due for ad valorem taxes and other revenues are recognized as bad debts at the time information becomes available which would indicate uncollectibility of the receivable. Although the specific charge-off method is not in conformity with generally accepted accounting principles (GAAP), no allowance for uncollectible receivables was made due to immateriality at December 31, 2008.

J. Compensated Absences

Vacation and sick leave are recorded as expenditures of the period in which paid. Vacation must be taken in the year accrued and cannot be carried over. Sick leave is available for the District's only employee, when needed, not to exceed twelve days. It does not vest nor is it payable at termination of employment. The District had no accumulated compensated absence liability at December 31, 2008.

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 5
Oberlin, Louisiana

Notes to Basic Financial Statements (Continued)

(2) Cash and Interest-Bearing Deposits

Under state law, the District may deposit funds within a fiscal agent bank organized under the laws of the State of Louisiana, the laws of any other state in the Union, or the laws of the United States. The District may invest in certificates and time deposits of state banks organized under Louisiana law and national banks having principal offices in Louisiana. At December 31, 2008, the District had interest-bearing deposits (book balances) totaling \$248,615.

These deposits are stated at cost, which approximates market. Custodial credit risk for deposits is the risk that in the event of the failure of a depository financial institution, the District's deposits may not be recovered or will not be able to recover the collateral securities that are in the possession of an outside party. Under state law, these deposits, (or the resulting bank balances) must be secured by federal deposit insurance or the pledge of securities owned by the fiscal agent bank. The market value of the pledged securities plus the federal deposit insurance must at all times equal the amount on deposit with the fiscal agent bank. These securities are held in the name of the pledging fiscal agent bank in a holding or custodial bank that is mutually acceptable to both parties. Deposit balances (bank balances) at December 31, 2008 were secured as follows:

Bank balances	<u>\$250,014</u>
Federal deposit insurance	\$250,000
Pledged securities	<u>14</u>
Total FDIC insurance and pledged securities	<u>\$250,014</u>

As of December 31, 2008, the District's total bank balances were fully insured and collateralized with securities held in the name of the District by the pledging financial institution's agent and, therefore, not exposed to custodial credit risk.

The District follows state law regarding its deposits and investments, however it has not adopted a formal deposit and investment policy.

(3) Ad Valorem Taxes

Property tax millage rates are adopted in December for the calendar year in which the taxes are levied and recorded. All taxes are due and collectible when the assessment rolls are filed on or before November 15th of the current year, and become delinquent after December 31st. Property taxes not paid by the end of February are subject to lien.

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 5
Oberlin, Louisiana

Notes to Basic Financial Statements (Continued)

For the year ended December 31, 2008, taxes of 23.50 mills were levied on property with taxable assessed valuations totaling \$14,019,340, and were dedicated as follows:

Maintenance	11.50 mills
Bond sinking	12.00 mills

Total taxes levied for 2008 were \$329,463, of which \$94,585 was excluded due to homestead exemption. Taxes receivable at December 31, 2008 were \$235,206.

(4) Taxes Receivable

Taxes receivable consisted of 2008 property taxes which will be collected by the Allen Parish Sheriff's Office and subsequently remitted to the District.

(5) Capital Assets

Capital asset balances and activity for the year ended December 31, 2008 is as follows:

	Balance 01/01/08	Additions	Deletions	Balance 12/31/2008
Capital assets not being depreciated:				
Land	\$ 12,000	\$ -	\$ -	\$ 12,000
Other capital assets:				
Buildings and improvements	162,974	-	-	162,974
Machinery and equipment	895,858	38,990	-	934,848
Total	<u>1,070,832</u>	<u>38,990</u>	<u>-</u>	<u>1,109,822</u>
Less accumulated depreciation:				
Buildings and improvements	55,947	6,556	-	62,503
Machinery and equipment	533,396	67,161	-	600,557
Total	<u>589,343</u>	<u>73,717</u>	<u>-</u>	<u>663,060</u>
Net capital assets	<u>\$ 481,489</u>	<u>\$ (34,727)</u>	<u>\$ -</u>	<u>\$ 446,762</u>

Depreciation expense of \$73,717 was charged to the public safety function for the fiscal year ending December 31, 2008

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 5
Oberlin, Louisiana

Notes to Basic Financial Statements (Continued)

(6) Changes in Long-Term Liabilities

The following is a summary of the long-term liabilities transactions during the year:

	Bonds Payable
Long-term liabilities payable at January 1	\$ 655,000
Additions	22,595
Deductions	(45,000)
Long-term liabilities payable at December 31	<u>\$ 632,595</u>

Long-term liabilities is comprised of the following:

\$950,000 general obligation bonds dated June 1, 1998 due in annual installments of \$40,000 to \$75,000 through March 1, 2018; interest at 4.50% to 5.10%; secured by levy and collection of ad valorem taxes	<u>\$ 610,000</u>
\$22,595 note payable dated June 1, 2008 due in three annual installments of \$8,829, including interest at 8.39%; secured by excess General Fund revenues.	<u>\$ 22,595</u>

The bonds are due as follows:

<u>Year Ending December 31,</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2009	\$ 51,934	\$ 30,729	\$ 82,663
2010	57,515	27,946	85,461
2011	63,146	24,822	87,968
2012	55,000	21,526	76,526
2013	60,000	18,765	78,765
2014-2018	<u>345,000</u>	<u>45,680</u>	<u>390,680</u>
	<u>\$ 632,595</u>	<u>\$ 169,468</u>	<u>\$ 802,063</u>

(7) Risk Management

The District is exposed to various risks of loss related to torts; theft of, damage to, or destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District maintains commercial insurance coverage covering each of those risks of loss. Management believes such coverage is sufficient to preclude any significant uninsured losses to the District. Settled claims have not exceeded this commercial coverage in any of the past three fiscal years. The District did not reduce insurance coverage during 2008.

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 5
Oberlin, Louisiana

Notes to Basic Financial Statements (Continued)

(8) Pending Litigation

There are no lawsuits pending against the District at December 31, 2008.

(9) Interfund Transactions

A. Receivables and Payables

The interfund receivable and payable in the amount of \$2,225 at December 31, 2008 consisted of the amount due to the Debt Service Fund from the General Fund for short-term loans.

**REQUIRED
SUPPLEMENTARY INFORMATION**

ALLEN PARISH FIRE PROTECTION DISTRICT NO. 5
Oberlin, Louisiana

Budgetary Comparison Schedule
General Fund
For the Year Ended December 31, 2008

	Budget		Actual	Variance
	Original	Final		Favorable (Unfavorable)
Revenue:				
Ad valorem taxes	\$ 71,000	\$113,500	\$113,636	\$ 136
Intergovernmental -				
Grants - federal	-	10,095	10,606	511
Grants - state:				
Supplemental pay	4,800	3,600	3,600	-
Fire insurance rebate	12,500	12,428	12,428	-
Interest	4,500	1,150	1,197	47
Miscellaneous	500	-	-	-
Total revenues	<u>93,300</u>	<u>140,773</u>	<u>141,467</u>	<u>694</u>
Expenditures:				
Current -				
Public safety:				
Advertising	1,800	-	-	-
Professional fees	4,500	5,500	5,441	59
Auto expense	2,500	100	-	100
Fuel	7,000	8,915	7,690	1,225
Insurance	19,500	23,500	22,814	686
Maintenance	5,000	6,500	6,650	(150)
Office supplies	500	1,500	1,470	30
Pension commission	2,300	2,300	3,630	(1,330)
Postage	800	125	179	(54)
Salaries	24,000	23,698	23,698	-
Supplies	14,000	12,000	18,225	(6,225)
Taxes and licenses	1,920	1,813	1,813	-
Telephone and utilities	4,700	5,305	4,374	931
Travel	3,600	-	-	-
Capital outlay	-	38,990	38,990	-
Total expenditures	<u>92,120</u>	<u>130,246</u>	<u>134,974</u>	<u>(4,728)</u>
Excess of revenues over expenditures	1,180	10,527	6,493	(4,034)
Other financing sources:				
Proceeds from issuance of debt	-	22,595	22,595	-
Excess of revenues and other financing sources over expenditures	1,180	33,122	29,088	(4,034)
Fund balance, beginning	<u>135,718</u>	<u>135,718</u>	<u>135,718</u>	<u>-</u>
Fund balance, ending	<u>\$136,898</u>	<u>\$168,840</u>	<u>\$164,806</u>	<u>\$ (4,034)</u>

See accountants' report.

Stutzman & Gates, LLC

Certified Public Accountants

Members:
American Institute of Certified Public Accountants
Society of Louisiana Certified Public Accountants

INDEPENDENT ACCOUNTANT'S REPORT ON APPLYING AGREED-UPON PROCEDURES

Board of Commissioners
Allen Parish Fire Protection District No. 5
Oberlin, Louisiana

We have performed the procedures included in the *Louisiana Government Audit Guide* and enumerated below, which were agreed to by the management of the Allen Parish Fire Protection District No. 5 and the Legislative Auditor, State of Louisiana (the specified parties), solely to assist the users in evaluating management's assertions about the District's compliance with certain laws and regulations during the year ended December 31, 2008 included in the accompanying *Louisiana Attestation Questionnaire*. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and applicable standards of Government Auditing Standards. The sufficiency of these procedures is solely the responsibility of those parties specified in the report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

Our procedures and findings are as follows:

Public Bid Law

1. Select all expenditures made during the year for material and supplies exceeding \$20,000, or public works exceeding \$100,000, and determine whether such purchases were made in accordance with LSA-RS 38:2211-2296 (the public bid law).

There was one expenditure for material and supplies exceeding \$20,000 during the fiscal year. Bids were not taken on this purchase.

Code of Ethics for Public Officials and Public Employees

2. Obtain from management a list of the immediate family members of each board member as defined by LSA-RS 42:1101-1124 (the code of ethics), and a list of outside business interests of all board members and employees, as well as their immediate families.

Management provided us with the required list including the noted information.

3. Obtain from management a listing of all employees paid during the period under examination.

Management provided us with the required list.

4. Determine whether any of those employees included in the listing obtained from management in agreed-upon procedure (3) were also included on the listing obtained from management in agreed-upon procedure (2) as immediate family members.

None of the employees included on the list of employees provided by management [agreed-upon procedure (3)] appeared on the list provided by management in agreed-upon procedure (2).

Budgeting

5. Obtained a copy of the legally adopted budget and all amendments.

Management provided us with a copy of the original budget. There was one amendment to the budget during the year.

6. Trace the budget adoption and amendments to the minute book.

We traced the budget adoption, which was adopted by unanimous decision, to the January 7, 2008 minutes which was after the required date of December 31, 2007. The budget was amended once during the year. This amendment was not recorded in the minutes of the District.

7. Compare the revenues and expenditures of the final budget to actual revenues and expenditures to determine if actual revenues failed to meet budgeted revenues by 5% or more, or if actual expenditures exceed budgeted amounts by 5% or more.

We compared the revenues and expenditures of the final budget to actual revenues and expenditures. Actual revenues and expenditures for the year did not exceed budgeted amounts by more than 5%.

Accounting and Reporting

8. Randomly select 6 disbursements made during the period under examination and:

- a) Trace payments to supporting documentation as to proper amount and payee.

We examined supporting documentation for each of the six selected disbursements and found that payment was for the proper amount and made to the correct payee.

- b) Determine if payments were properly coded to the correct fund and general ledger account.

All payments were properly coded to the correct fund and general ledger account.

- c) Determine whether payments received approval from proper authorities.

Inspection of documentation supporting each of the six selected disbursements indicated approvals from the proper authorities.

Meetings

- 9. Examine evidence indicating that agendas for meetings recorded in the minute book were posted or advertised as required by LSA-RS 42:1 through 42:13 (the open meetings law).

The District complied with LSA-RS 42:1 (the open meetings law).

Debt

- 10. Examine bank deposits for the period under examination and determine whether any such deposits appear to be proceeds of bank loans, bonds, or like indebtedness.

We inspected copies of all bank deposit slips for the period under examination and noted one deposit which appeared to be proceeds of bank loans, bonds, or like indebtedness. This was for a lease/purchase that did not appear to need approval of the state Bond Commission.

Advances and Bonuses

- 11. Examine payroll records and minutes for the year to determine whether any payments have been made to employees which may constitute bonuses, advance, or gifts.

A reading of the minutes of the District for the year indicated no approval for the payments noted. We also inspected payroll records for the year and noted no instances which would indicate payments to employees which would constitute bonuses, advances, or gifts.

We were not engaged to, and did not, conduct an audit, the objective of which would be the expression of an opinion on management's assertions. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you. Other matters came to our attention in the course of our engagement and are reported in the accompanying schedule of findings and responses.

This report is intended solely for the information and use of management of the Allen Parish Fire Protection District No. 5 and the Legislative Auditor, State of Louisiana, and is not intended to be and should not be used by anyone other than those specified parties. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.

Stutzman & Gates, LLC

Stutzman & Gates, LLC
June 26, 2009

LOUISIANA ATTESTATION QUESTIONNAIRE
(For Attestation Engagements of Government)

1/12/09 (Date Transmitted)

Stutzman & Gates, LLC
P.O. Box 1238
Sulphur, LA 70664

In connection with your review of our financial statements as of [date] and for the year then ended, and as required by Louisiana Revised Statute 24:513 and the *Louisiana Governmental Audit Guide*, we make the following representations to you. We accept full responsibility for our compliance with the following laws and regulations and the internal controls over compliance with such laws and regulations. We have evaluated our compliance with the following laws and regulations prior to making these representations.

These representations are based on the information available to us as of (date of completion/representations).

Public Bid Law

It is true that we have complied with the public bid law, LSA-RS Title 38:2212, and, where applicable, the regulations of the Division of Administration, State Purchasing Office..

Yes [☒] No [☐]

Code of Ethics for Public Officials and Public Employees

It is true that no employees or officials have accepted anything of value, whether in the form of a service, loan, or promise, from anyone that would constitute a violation of LSA-RS 42:1101-1124.

Yes [☒] No [☐]

It is true that no member of the immediate family of any member of the governing authority, or the chief executive of the governmental entity, has been employed by the governmental entity after April 1, 1980, under circumstances that would constitute a violation of LSA-RS 42:1119.

Yes ☒ No ☐

Budgeting

We have complied with the state budgeting requirements of the Local Government Budget Act (LSA-RS 39:1301-14) or the budget requirements of LSA-RS 39:34.

Yes ☒ No ☐

Accounting and Reporting

All non-exempt governmental records are available as a public record and have been retained for at least three years, as required by LSA-RS 44:1, 44:7, 44:31, and 44:36.

Yes [☒] No [☐]

We have filed our annual financial statements in accordance with LSA-RS 24:514, 33:463, and/or 39:92, as applicable.

Yes ☒ No ☐

We have had our financial statements audited or compiled in accordance with LSA-RS 24:513.

Yes ☒ No ☐

Meetings

We have complied with the provisions of the Open Meetings Law, provided in RS 42:1 through 42:12.

Yes ☒ No ☐

Debt

It is true we have not incurred any indebtedness, other than credit for 90 days or less to make purchases in the ordinary course of administration, nor have we entered into any lease-purchase agreements, without the approval of the State Bond Commission, as provided by Article VII, Section 8 of the 1974 Louisiana Constitution, Article VI, Section 33 of the 1974 Louisiana Constitution, and LSA-RS 39:1410.60-1410.65.

Yes ☒ No ☐

Advances and Bonuses

It is true we have not advanced wages or salaries to employees or paid bonuses in violation of Article VII, Section 14 of the 1974 Louisiana Constitution, LSA-RS 14:138, and AG opinion 79-729.

Yes ☒ No ☐

We have disclosed to you all known noncompliance of the foregoing laws and regulations, as well as any contradictions to the foregoing representations. We have made available to you documentation relating to the foregoing laws and regulations.

We have provided you with any communications from regulatory agencies or other sources concerning any possible noncompliance with the foregoing laws and regulations, including any communications received between the end of the period under examination and the issuance of this report. We acknowledge our responsibility to disclose to you any known noncompliance which may occur subsequent to the issuance of your report.

<u>✓ Kenneth Chacumak</u>	Secretary	<u>✓ 1-12-09</u>	Date
<u>✓ Martha Bourg</u>	Treasurer	<u>✓ 1-12-09</u>	Date
<u>✓ Philip R. Emond</u>	President	<u>✓ 1-12-09</u>	Date

Allen Parish Fire Protection District No. 5
Schedule of Findings & Responses
For the Year Ended December 31, 2008

2008-1 Official Journal of Other Political Subdivisions

Condition: The District did not publish its minutes for the year ended December 31, 2008.

Criteria: RS 43:171 1. Selection of newspaper A.(1) Levee, drainage, sub-drainage, roads, sub-road, navigation, and sewerage districts, or other political subdivisions of the state and parishes, shall have the proceedings of their board and such financial statements required by and furnished to the legislative auditor published in a newspaper.

Effect: RS 43:171 was not followed.

Recommendation: The District must publish its minutes in its official journal.

Response: We concur with this recommendation. The District will begin publishing its minutes in its official journal.

2008-Agreed-Upon Procedure #1-Public Bid Law

Condition: There was one expenditure for material and supplies exceeding \$20,000 during the fiscal year. Bids were not taken on this purchase.

Criteria: Expenditures for materials and supplies must be properly bid.

Effect: RS 38:2211-2296 was not followed.

Recommendation: The District must follow the public bid law in the future.

Response: We concur with this recommendation. The District will follow the public bid law on all purchases of materials and supplies in the future.

2008-Agreed-Upon Procedure #6-Budgeting

Condition: The District did not adopt its 2008 budget by December 31, 2007. The District did not record the amendment to its 2008 budget in its minutes.

Criteria: The budget must be adopted before the end of the prior fiscal year. The District shall adopt a budget amendment in an open meeting.

Effect: RS 39:1309 and 39:1310 were not followed.

Recommendation: The District must adopt its budget for the following year before the end of the current year. Any amendments to the budget must be recorded in the minutes for the meeting in which the amendment was done.

Response: We concur with these recommendations. The District will adopt its budget by the required time and record any amendments to the budget in its minutes in the future.